

Air Fare Selection in the Defense Travel System (DTS)

In markets where a Government contract fare exists, DTS will first display flights that offer the Government contract fares (CA). DTS next offers flights with Government Discount (DG) fares, commercial unrestricted fares and combination fares.

Government Contract Carrier Air Fares (YCA and -CA)

Air carriers in the GSA Contract City Pair (CCP) Program offer the government traveler flexibility in travel planning. Important benefits are:

- Offers substantial savings to the Government
- There is no advance purchase required
- There is no requirement for a minimum or maximum length of stay
- Offers flexibility when changing reservations and there is no penalty charged
- Unused tickets are refundable

The YCA fare offers last seat availability; meaning that the airline will honor the Government fare up to the last seat available in economy class of the aircraft. In DTS the YCA fare is highlighted in green.

The -CA, also referred to as a “dash CA” is offered with a limited number of seats per flight. Airlines offer this fare using a variety of codes, such as: HCA, KCA, LCA, QCA, etc. In DTS these fares are highlighted in green.

The Government contract fares are available to military members and DoD civilians on official travel. Contractors to the Government ARE NOT authorized to use these fares. The only acceptable forms of payment for Government contract fares is the “Smart Pay” centrally billed account (CBA) or individually billed account (IBA) charged cards or a Government Transportation Request (GTR).

Discount Government (DG) Fare

In DTS, **DG** fares are displayed after the Government contract fares. They are not Government contract fares and are not offered to the general public. **DG** fares are offered by airlines to compete in the Government contract market. These fare codes consist of a letter followed with **DG**. (KDG, LDG, QDG, etc). The **DG** fares are refundable and reservations may be changed. However, the number of seats available at this fare is limited by the airline.

Selection of a **DG** fare will trigger a pre-audit flag in the DTS authorization, prompting the user to justify use of a non-Government contract carrier. DTS will provide a list of reason codes for this purpose, as defined in Appendix H, DoD 4500.9-R, Part 1.

Commercial Airfares

When Government contract fares do not meet mission requirements or do not exist in the market, then commercial airfares that are available to the general public may be used. The fare code for this type of fare varies. Some examples are: Y26, L26D, WL, M3, etc.

Selection of a commercial air fare may trigger a pre-audit flag in the DTS authorization, prompting the user to justify use of a non-Government contract carrier. DTS will provide a list of reason codes for this purpose, as defined in Appendix H, DoD 4500.9-R, Part 1.

Some fares available to the general public may have special rules and restrictions, such as:

- A time limit for advance purchase of the ticket
- Required a minimum stay/ maximum stay
- Ticket may be non-refundable

Information on the rules and restrictions applicable to the fare selected, is provided by clicking on the “Fare Rules” button, which appears in the DTS screen.